



Open Recruitment

PRINCIPAL ENVIRONMENTAL PLANNER Approx. \$78,775 - \$95,751 Annual Salary

Open: June 14, 2004 Close: July 6, 2004

The Bay Area Air Quality Management District is currently recruiting for Principal Environmental Planner in the Planning and Research Division.

Under direction, Principal Environmental Planner participates in the most complex environmental planning activities. The Principal Environmental Planner is responsible for handling difficult and/or innovative environmental planning activities, and providing project leadership for developing programs.

EXAMPLES OF DUTIES FOR THIS POSITION

- **Directs the preparation of non-attainment area plans required by State and federal Clean Air Acts.**
- **Coordinates or provides a lead role in developing new projects and programs.**
- **Provides project leadership for difficult, sensitive, innovative or critical projects.**
- **Confers with personnel from other divisions and agencies in coordinating assigned work.**
- **Meets with community organizations and other groups to encourage cooperative action or resolve problems.**
- **Interfaces with local, state, and federal agencies regarding land use, transportation and air quality planning and environmental review.**
- **Coordinates and participates in the preparation, review and editing of environmental impact assessment documents from other agencies; prepares District Lead Agency documents in accordance with relevant guidelines.**
- **Analyzes issues, prepares reports and recommendations relative to land use, regional development, transportation planning and programming, and related issues; provides input into planned development's impact on air quality.**
- **Provides project leadership to develop and coordinate incentive programs to reduce emissions from motor vehicle and other sources of air pollution.**
- **Coordinates and participates in administrative and technical activities necessary to achieve program objectives.**
- **Monitors and evaluates legislation and other governmental actions relating to air quality management planning; develops recommendations for District regulations, policies and programs.**
- **Represents the District and responds to inquiries from governmental officials, consultants, and the public related to environmental planning issues.**
- **Provides project leadership to develop and coordinate incentive programs to reduce emissions from motor vehicle and other sources of air pollution.**
- **Coordinates and participates in administrative and technical activities necessary to achieve program objectives.**

MINIMUM QUALIFICATIONS

Equivalent to graduation from a college or university with a graduate degree in regional, urban or environmental planning or a closely related field and four years of professional environmental planning experience. Additional relevant experience may substitute for the graduate degree.

OTHER REQUIREMENTS

Must possess a valid California Driver's License and meet the automobile insurability requirements of the District. Must be willing to attend meetings outside of regular working hours.

HOW TO APPLY

Interested individuals must submit a completed BAAQMD application along with their responses to the supplemental application questions no later than **5:00 p.m. on Tuesday, July 6, 2004**. For an application packet, visit our website at www.baaqmd.gov or contact the Human Resources Office at (415) 749-4980. Completed application packets should be returned to: Bay Area Air Quality Management District, Human Resources Office, 939 Ellis Street, Fourth Floor, San Francisco, CA 94109. Except as requested in this announcement, do not include any additional documents, such as letters of recommendation, performance evaluations, work samples, etc. They will not be considered or returned. A resume may be included but will not be accepted in lieu of an official BAAQMD application. Postmarks, faxes, and e-mails will not be accepted.

SELECTION CRITERIA

Selection will be based upon a competitive examination consisting of a combined work product exercise and interview. Depending on the number of qualified applicants, an application screening and/or panel interview may be held. If a panel interview is utilized in combination with any other process, it will be weighted 70%. The work product exercise/interview may include a presentation. If an interview panel is held it is tentatively scheduled for the week of July 19th- 22nd.

The District reserves the right to utilize these procedures or any other selection procedure deemed appropriate as determined by the Human Resources Officer and the Hiring Manager, if the qualified applicant pool includes two (2) or less bargaining unit employees.

The District may hire from this recruitment process to fill future vacancies occurring within the next 18 months.

SALARY AND BENEFITS

Initial hire is normally set at the entry salary rate.

The District provides an excellent, comprehensive benefits plan, including:

- ✓ 100% District paid family medical option
- ✓ 100% District paid family dental
- ✓ 100% District paid vision
- ✓ 100% District paid life insurance (coverage up to 5 times annual salary)
- ✓ 100% District paid retirement (2% at 55 formula)
- ✓ Transit subsidy up to \$165 per month
- ✓ Money Purchase Pension Plan (401a)
- ✓ 12-30 days of annual leave per year
- ✓ 12 days of sick leave per year
- ✓ 36 hours of floating holiday per year
- ✓ 13 paid holidays

Persons with disabilities who may require reasonable accommodations during the application and/or selection process should notify the Human Resources Office at (415) 749-4980.